

***Fiscal Year 2008***  
***Process and Considerations for Brownfields Revolving Loan Fund Grant***  
***Supplemental Funding***

Limited funds may be available to supplement existing Brownfields Revolving Loan Fund (RLF) grantees that have made loan(s) and/or subgrant(s) and substantially depleted their pool of loan funds. Eligible RLF grantees are limited to those awarded under CERCLA Section 104(k) and those originally awarded under CERCLA Section 104(d) that have transitioned to Section 104(k) as provided in Section 104(k)(3)(D). RLF grantees applying for supplemental funding must address the considerations identified in Part III, below. EPA reserves the right to reject all requests and make no awards.

**I. Background**

Section 104(k) of the Small Business Liability Relief and Brownfields Revitalization Act (Pub. L. No. 107-118) (Brownfields Law) includes provision for the U.S. Environmental Protection Agency (EPA) to, among other things:

- award grants to eligible entities to be used to capitalize Revolving Loan Funds (RLFs) and provide subgrants for brownfields cleanup;
- make an additional grant to RLF grantees for any year after the year for which the initial grant is made (noncompetitive RLF supplemental funding).

**II. Process**

***Notification of Supplemental Funding Availability***

- Eligible grantees will be notified of the availability of RLF supplemental funding for Fiscal Year 2008 by Regional RLF Project Officers/Grant Managers. In addition, a Federal Register notice informing RLF grantees of the general availability of RLF supplemental funding was published and information is also available on the EPA Brownfields website at <http://www.epa.gov/brownfields/rlflst.htm#suppfund>

***Requesting Supplemental Funding***

- Fiscal Year 2008 RLF supplemental funding decisions will be based upon specified considerations defined in Part III below. The requestor of supplemental funding must be the cooperative agreement recipient of a previously awarded RLF grant. Submittals should note the dollar amount requested for each type of funding available (hazardous substances and/or petroleum). For example, a grantee could request \$500,000 in hazardous substances funds and \$0 in petroleum funds. Supplemental funding awards are generally between \$200,000 and \$500,000, in total.
- A request for supplemental funding will be in the form of a letter addressed to David R. Lloyd, Director, EPA Office of Brownfields and Land Revitalization. Regular US Postage mail should be sent to: 1200

Pennsylvania Avenue NW (MC: 5105T), Washington, DC 20460.  
Courier mail, e.g., FedEx, UPS, should be sent to Attn: Alison Evans  
(202) 566-2744/Joseph Bruss 566-2772, EPA West Room 2402, 1301  
Constitution Ave., NW, Washington, DC, 20002. A copy of the letter  
should also be sent to the appropriate EPA region.

- The letter should address the considerations identified in Part III.

#### ***Regional Input on Requests***

- EPA Regions will review request letters from RLF grantees. Regions will submit an evaluation of the request as it relates to the considerations below and a recommendation on the award of supplemental funding.

#### ***Deadlines***

- Request letters must be postmarked by January 28, 2008. If an RLF grantee is not able to submit their request letter by this deadline, they may have opportunities to apply for supplemental funding under future offerings, subject to funding availability.

#### ***Selection/Award***

- Upon selection by the Assistant Administrator of the Office of Solid Waste and Emergency Response (OSWER), award of supplemental funds will be made by the Regional Administrator, or other appropriate regional award official.
- Upon selection by OSWER to receive an award of supplemental funds, RLF grantees will be required to work with EPA Regions to amend existing cooperative agreements and work plans.

### **III. Considerations**

Grantees requesting supplemental funding should address the following considerations in their letter:

- ***The RLF grantee must have made at least one loan or subgrant AND have significantly depleted existing available loan and/or subgrant funds***  
RLF grantees should discuss all previous loan(s) and/or subgrants and describe the budget status (including repayment schedules, income projections and remaining funds available) of their existing RLF.
- ***Demonstrated need for supplemental funding, including the numbers of sites and communities that may benefit from supplemental funding***  
RLF grantees should specify the level of supplemental funding sought and discuss the specific project(s), community(ies), and site(s) that may benefit from such funding.

- ***Demonstrated ability to administer and “revolve” the RLF grant, and administer subgrant(s) and/or loan(s)*** Acceptable ability can be demonstrated through, e.g., demonstrated progress in your business plan to build and revolve your RLF; timely submission of all quarterly reports, or other applicable deliverables to EPA; success meeting the administrative requirements of your existing RLF grant; discussion of specific measures of success for work already funded by EPA including successful identification/use of a fund manager/environmental professional; timely completion of loan documentation; receipt of regional approvals required by cooperative agreements.
- ***Demonstrated ability to use the RLF grant to address funding gaps for cleanup*** Examples of accomplishments by the RLF grantee in addressing funding gaps may include identifying and addressing where such gaps exist in specific projects and efforts to coordinate with and leverage other financing programs for brownfields assessment, cleanup, and redevelopment, where available.
- ***Community benefit from past and potential loan(s) and/or subgrant(s)*** Community benefit from loans may be demonstrated by, for example, descriptions of how existing loans have or will benefit community(ies) in under-served areas, how loans have fit into long-range planning and development efforts of a community; how redevelopment is projected to benefit public health, the environment and the economic stability of the community, including the reduction of associated health risks, tax revenues generated and/or jobs leveraged from loans made.

If you have questions about RLF supplemental funding, please contact Alison Evans, EPA’s National Brownfields RLF Technical Lead, at (202) 566-2744.